## Key Features, Training, Support

<table>
<thead>
<tr>
<th>Other</th>
<th>What’s New Checklist</th>
<th>A comprehensive summary of significant matters either completed in the most recent 15 months, in process or in transition. Accessed from What’s New in the main navigator.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Accounting Standards</td>
<td>Your &quot;window to the literature&quot; with summarized guidance by financial statement caption and other common topics, including literature references.</td>
</tr>
<tr>
<td></td>
<td>Weekly Summary/ Daily News E-mails</td>
<td>Delivered right to your e-mail, these “news briefs” provide headlines, concise summaries and relevant links for each item.</td>
</tr>
<tr>
<td>Training</td>
<td>Features Training</td>
<td>Accounting Research Manager provides several ways to access hundreds of topics and thousands of documents. Knowing how to use the product will help you find what you need quickly. Visit training on the home page by clicking the lower right corner link under ‘How to Use Accounting Research Manager’.</td>
</tr>
</tbody>
</table>
| Support        | Customer Support | Technical support, content questions, product inquiries 8:00AM–8:00PM, Central Time, Monday — Friday  
Phone 1-800-872-2454 (U.S.A.,Canada, Mexico)  
E-mail cchcustomerservice@wolterskluwer.com |
|                | CCH Account Administration | Billing or invoice inquiries only 8:00AM–6:00PM, Central Time, Monday — Friday  
1-800-449-6439 (U.S.A.)  
1-773-866-3344 (Outside of the U.S.A.) |
Viewing and Navigating

Expand or collapse all categories in this view pane

View pane limited to 200 lines
Page Up or Page Down to scroll to previous/next 200 lines

Document Heading indicates where you are in the database

Linkages
- Provides alphabetic list of all documents linking to this document
- Allows you to find related interpretive guidance

Navigating "Multi-Part" Documents
- Previous section of the multi-part document
- Index or table of contents page of the multi-part document
- Next section of the multi-part document

Search Expression
- Words separated by operators AND, AND NOT, ACCRUE, OR, SENTENCE, PARAGRAPH
- Two (or more) words without operators are treated as a phrase. Use quotes and operators to modify.

Simple Search
Just enter a search expression and press 'Go' to search the entire database.

Advanced Search
Allows you to refine your search domain to certain areas in the database.

Other Search Items
- Search terms highlighted
- See Help screens for information on fuzzy search, word variants, relevance, etc.

Search Options
- Categorize group results by subject, author or book
- Sort Search Results sorts search results within each category
- Other options number of results, etc.

Search Domain
- Refine the areas to limit search. Note: the subject, author and book sections will refresh after each selection
- There is also an option to search within results.

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Print "Multi-Part" Documents
- Combine sections of a "multi-part" document for printing, copying, viewing or searching
- Available only on Table of Contents documents

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